



## STATE OF HAWAII

**Enhanced 911 Board Meeting  
(Combined Meeting)  
Thursday, September 10, 2015  
Kalanimoku Bldg., Room 322B  
1151 Punchbowl St., Honolulu  
10:00 am to 12:00 noon**

**Board members present:** Paul Ferreira (Chair), Mark Begley, Thalia Burns, Lisa Hiraoka (Consumer Advocate designee), Roy Irei, John Jakubczak, Steven Schutte and Mark Wong.

**Board members absent:** Ryan Freitas, Todd Nacapuy, Kiman Wong and Jeff Riewer.

**Staff members present:** Courtney Tagupa and Stella Kam.

**Guests:** Victoria Garcia (DoD), Bonnie Young (MPD), Antonio Ramirez (Akimeka), Davlynn Racadio (MPD), Marshall Kanehailua (HiPD), Gary Lum (HFD), Randy Macadangdang (HPD), Travis Ing (HiPD), Diana Chun (ESD), Eleni Papakiristis (HT), Clement Chan (DIT), Eric Butler (Pictometry), Annette Rausch (Intrado), Jeff Andrus (Spillman Tech), Cody Christensen (Spillman Tech), Anthony Dorsey (Spillman Tech), Ah Lan Leong (HPD), Allan Nagata (HPD), Wayne Hirasu (SIC), Melodey Lewellen (HPD), David Miyasaki (KPD), Lavina Taovao (KPD), and Rob Gausepohl (KPD)

### Meeting Minutes

#### **I. Call to Order, Public Notice, Quorum**

- a. The board chair called the board meeting to order at 11:08 am.
- b. Quorum was present.

#### **II. Public testimony on all agenda items**

- a. The board chair asked if anyone who wishes to provide testimony on any agenda item to please come forward. No one came forward to testify.

#### **III. Introductions**

- a. Introductions were made by everyone present at the request of the board chair.

#### **IV. Review and Approval of Last Month's Meeting Minutes**

- a. Roy Irei motioned to approve the minutes of the August 13, 2015 board meeting. The motion was seconded and approved by voice vote by all board members present.

## **V. Committee Updates by Committee Chairs**

### **a. Communications Committee – Steven Schutte**

- i. The committee chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.*
- ii. 2015 Legislative Investigative Committee update – Paul Ferreira

### **b. Technical Committee – Thalia Burns**

- i. The committee chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.*
- ii. Investigative Regulatory Committee – Marshall Kanehailua
- iii. FCC Updates:
  - 1. Review of FCC Chairman Tom Wheeler’s Speech at APCO.
  - 2. Presentation on the results of findings on the Mall in Maui; changing the ALI records to display “Dispatchable Locations” at the PSAP and to obtain feedback from the dispatchers regarding FCC 15-9 – T. Ramirez.
- iv. Text-to-911 update
- v. Others

### **c. Finance Committee – Kiman Wong**

- i. The committee chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.*
- ii. There were no updates to what was presented at the Joint Committee meeting.
- iii. Review of Monthly Cash Flow & Budget Financial report
- iv. Others.

## **VI. Executive Director’s Report**

### **a. The executive director provided an update on the following on going tasks:**

- i. Prepaid legislation –
  - 1. Met with the legislative investigative committee to update the proposed legislation justification sheet in anticipation of its inclusion in the Administrative legislative budget. A meeting with the Comptroller will be scheduled at later date to review the proposed legislative bill.
- ii. CPA audit - will be delayed until the November 12, 2015.

1. The presentation of the CPA audit results originally scheduled for the October 8, 2015 board meeting has been delayed. The auditor had requested the delay due to the corporate tax return deadline of September 15. The board was advised and the postponement was approved the audit findings results presentation has been rescheduled for the November 12 board meeting. To date there have been no findings.
- iii. Website timeline for human interest news from the PSAPs.
  1. Due to the prepaid legislation to be reintroduced for the coming legislative session, it will be to our benefit to populate the website with human interest news/stories to acknowledge to the legislature the exceptional work that is being done by our PSAPs.
- iv. Administrative Services Assistant – Civil Service.
  1. We encountered some headwinds in the recruitment of the administrative services assistant. We have yet to receive an applicant for the administrative services position which was posted internally. The personnel department indicated that the challenge of hiring for the position will be that internal candidates will not look favorably on applying for a temporary civil service position. Networking efforts will continue to seek out external candidates.
- v. Annual report to the legislature –
  1. This task will be started near the end of October.
- vi. Update of bylaws – Proposed amendments will be discussed during the November board meeting.
- vii. 911 Grant monies – During the November NENA meeting, there is an agenda item to discuss the grant monies that will be made available to the states. A status update will be forthcoming after the November NENA meeting.
- viii. NENA fall meeting – scheduled for November 3 - 5, 2015. I will be in attendance and will report on the items discussed of benefit to the board and PSAPs at the November board meeting.

## **VII. PSAP Status Updates**

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- a. Kauai – Mark Begley
  - i. No updates.
- b. Oahu – Alan Nagata
  - i. ***There were no updates to what was presented at the Joint Committee meeting.***
- c. Molokai – Dean Rickard
  - i. No updates.
- d. Maui – John Jakubczak
  - i. No updates.
- e. Hawaii – Paul Ferreira
  - i. ***There were no updates to what was presented at the Joint Committee meeting.***

## **VIII. Items for Discussion, Consideration and Action**

- a. 911 Timeline update
  - i. The board chair requested that the PSAPs report any timeline updates to be posted on the 911 website to the executive director.
- b. Request for approval:
  - ii. Legislative Investigative Committee (LIC) items for Board approval:
    - 1. Request the board to accept the decision to move forward with the inclusion of the proposed prepaid wireless legislation with the administration budget.
      - a. Roy Irei motioned that the board accept the decision to move forward with the inclusion of the proposed wireless legislation in the administrative budget. The motion was seconded and approved by voice vote by all board members present.
    - 2. Allow the legislative investigative committee the authority to draft and present testimony, during the legislative session, without first coming to the Board (similar to what was done last session, due to the last minute notices of hearings).
      - a. Roy Irei motioned for the board to allow the legislative investigative committee to draft and present testimony during the legislative session without first coming to the board (similar to what was done last session, due to the last minute notices of legislative hearings). The motion was seconded and approved by voice vote by all board members present.

- iii. Request funding for a board member to attend the APCO Emerging Technology Forum, Nov.17-18, 2015, Atlanta, GA. -\$2,500.
  1. Thalia Burns motioned to approve attendance by a board member at the APCO Emerging Technology Forum from Nov. 17-18, 2015 at Atlanta, Georgia at an estimated cost of \$2,500. The motion was seconded and approved by voice vote by all board members present.

**C. Others**

- i. The board chair requested that if a board member has any agenda items to include in next month's meeting to please contact the executive director so it may be placed on the agenda.
- ii. The board chair requested that a brief overview of the Sunshine Laws be provided at the next board meeting for the benefit of new board members. Ms. Stella Kam recommended that the OIP website would be an excellent source of information regarding the Sunshine Laws for the board members. The board chair requested if there are any questions regarding the Sunshine Laws to please submit them to the executive director so it can be placed on the agenda for next month.

**IX. Announcements**

**a. Meeting dates (10am – 12noon).**

- i. Thursday, October 8, 2015 (Combined meeting)
- ii. Thursday, November 12, 2015 (Combined meeting)
- iii. Thursday, December 10, 2015 (Combined meeting)

**b. Others:**

- i. Ms. Victor Garcia provided an update on FirstNet.
  1. Data gathering is still in process in preparation for FirstNet's RFP.
  2. Ms. Garcia will be providing FirstNet updates at the board meetings on a regular basis.
  3. There was an excellent response to the state's first consultation meeting.

**X. Open Forum: Public comment on issues not on the agenda for consideration for board agenda at the next meeting.**

- i. The board chair asked if there was anyone who wishes to comment on issues not on the agenda for consideration for the agenda at the next board meeting to please come forward. No one responded.

**XI. Executive Session: HRS 92-5(a)(4) and HRS 92F (a)(2) to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities.**

- i. The board chair announced that an executive session will not be necessary at this meeting.

**XII. Adjournment :**

- a. The board meeting was adjourned at 11:27am by voice vote of all board members in attendance.